

## Georgetown/Williamson County Grief Support Service for Adults and Youth

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*2021 GHF Annual Grant Program*

### ***The Christi Center***

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# Application Form

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## *General Instructions*

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**If approved, should they receive the short or long application?**

&nbsp; &nbsp;

Short

**Congratulations on your advancement to the full application stage!**

Please complete the remaining sections of the application. The first four sections labelled "LOI" are included for your reference and are "read only."

## *Program Name & Amount Requested*

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**Program Name\***

Georgetown/Williamson County Grief Support Service for Adults and Youth

**Amount requested**

\$30,000.00

## *LOI - About Your Organization*

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**Organization Mission**

We offer hope after the death of a loved one by providing support networks, community education and therapeutic activities that are free, peer-based, and ongoing.

**Organization Vision**

A community where no one has to grieve alone.

**Date of Incorporation**

2009

## Describe your organization's scope of work

Our work focuses on those who are grieving the death of a family member or friend, and are provided free of charge to anyone who needs them. Starting in 2020, all in-person groups and services have shifted to online and will continue until public health officials determine it is safe to resume (anticipating summer 2021) at which point, we will offer both in-person and online groups.

°Peer-based grief support groups (children and adults) - We offer 40 loss-specific groups a month: loss of a child, loss of spouse/partner, general adult loss, loss to crime, loss to suicide, loss to overdose, loss due to COVID, a group for Spanish speakers and specialized groups for children, teens, and young adults. Increasingly, our groups for those who have lost someone to death caused by suicide or crime have particularly high demand because of the trauma associated with losses of this nature. Adult groups are offered in both Austin and Georgetown, while children's groups are in Austin only (with the exception of any school-based services).

°Individual grief support (children only) – through partnerships with Austin ISD, Communities in Schools, University of Texas School of Social Work and other social work/counseling programs, we are able to provide a limited number of individual grief support sessions to children at school during the school day via telehealth. This program focuses on reaching children in lower-income communities who might not otherwise be able to access our services due to transportation or parent/caregiver scheduling constraints.

°Community education on grief and bereavement – To build community capacity to ensure that no one has to grieve alone, we provide training across the community. This education helps broaden our scope of support by extending knowledge of how to support grieving people to other agencies, schools, churches and professionals. We have a free publication called “Coping with Grief” to support our training and outreach efforts, published in both English and Spanish, and are distributed free of charge through partner agencies, by mail upon request, and are available for download on our website.

Recognizing that grief affects everyone, but access to quality mental health can be challenging, our programs and services are free so that even individuals and organizations with limited funding can access them.

Through specialized peer support groups and expansion of our education and training, we are making sure no one has to grieve alone.

## How many unique individuals did your organization serve during the prior fiscal year?

1790

## What geographic area does your organization serve?

We serve all of Central Texas, and have attendees for both groups and trainings from throughout Central Texas. We focus our outreach efforts and partnerships on Travis and Williamson Counties.

## Please select the Georgetown zip codes your organization currently serves:

78626  
78628  
78633  
78634  
78673

78674

## ***LOI - Financial Overview***

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### **UPLOAD: Most Recent Audit.**

Please upload your organization's most recent audit and include all formal communication received from the audit firm in relation to the financial statement audit.<br><br>NOTE: If your organization has not commissioned an audit AND if you are applying for less than \$25,000, GHF will accept a CPA-prepared financial statement review. As with the audit, upload all formal communication received from the firm in relation to the review.<br><br>**\*\*GHF will not accept Forms 990, 990-EZ, or 990-PF in place of an audit or CPA-prepared financial statement review.\*\*<br><br>All documents must be uploaded as one PDF.**

## ***LOI - Funding Request***

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### **PRIORITY 1: Basic Needs (Physiological)**

Please identify the focus area(s) your proposal seeks to address (select all that apply):

### **PRIORITY 2: Basic Needs (Safety) & Social Determinants of Health**

Please identify the focus area(s) your proposal seeks to address (select all that apply):

Personal Security  
Mental Healthcare

### **Priority 3: Supporting Social Determinants of Health for Priorities 1 & 2**

Please identify the focus area(s) your proposal seeks to address.&nbsp;  Select all that apply:

### **Proposal Narrative**

Describe how GHF grant funds will be used, if awarded. &nbsp;  Please be sure to explain how your organization and this funding request aligns with GHF's Mission, Vision/Vision Philosophy, and Target Population. Specifically identify the target population with which you will be working.&nbsp;  

The Christi Center's free grief and loss support programs align with the strategic priorities by addressing the right to access mental health care for all populations, regardless of race, gender, socioeconomic status, gender, ethnicity, sexual orientation, or geographic location. We promote positive mental and physical health by providing prevention, early intervention and navigation services to adults who are grieving the death of a loved one. We know grief can be a life storm that interrupts the ability of people of all ages from reaching their full potential. In childhood and adolescents, the loss of a significant loved one is considered an Adverse Childhood Experience that can have lasting impacts on health, coping skills, and mental wellness throughout the person's childhood. For adults, grief can impact the ability of individuals to maintain employment and be supportive parents. In older adults, grief may cause isolation that can lead to a significant impact on engagement in the community and reaching a full lifespan.

On average, a community the size of Georgetown will experience 600 deaths annually, each person leaving behind an innermost circle of 5-10 others who are devastated by that loss. 54% will experience a

major depressive episode within the first year. Conservatively estimating, there are 300 NEW complicated grieverers in the Georgetown area each year. --and that is before COVID-19. Covid is estimated to have caused an additional 302 deaths in Williamson County in 2020-Jan 2021. Grief is both a public health and mental health issue. For many, early identification and intervention for complications from grief can make the difference between drowning in hopelessness and rediscovering happiness - and save costs on expensive treatment down the line.

In 2020, all programs were transitioned online. In removing the barriers of location or need for transportation, support groups are accessible to a broader audience, reaching deep into parts of the Central Texas community.

Funds will support: continuation of programs, preparation for the anticipated increase in need once in-person services resume, and the community outreach and internships that support the growth and quality of our Georgetown programs.

In 2021-2022, children's services will expand to Georgetown. Services will be in-person, socially distanced, and provide activity kits to families with grieving children to do from home, available via partner organizations and curbside pickup. Kits contain:

- crayons, colored pencils, markers
- ream of white paper
- ream of construction paper
- activity worksheets
- emotional vocabulary cards
- tape/glue
- popsicle sticks
- ribbon
- paper plates
- stress balls
- stuffed animals
- tea lights

#### Adult Services

°Adult Loss Groups(Loss of a Child, Loss of a Spouse, General Loss) 5 times monthly.

°Twice Monthly Suicide Loss Group

°Community Trainings & Education

#### Youth Services

Access to grief and loss coping kits.

NEST grief support sessions

Quarterly Williamson County Juvenile Services empathy trainings

## UPLOAD: Proposal Budget & Expense Narrative

Please upload your proposed budget and include the following details:

**Staff.** Position title(s), salary(ies), and fringe working directly with this program. Include rationale for each position and percentage of time these positions will spend on the program.

**Supplies.** List descriptions and costs for each supply, including rationale as to why these supplies are essential to the success of the program.

**Overhead.** Provide your organization's overhead rate and the rationale for that rate. If you include a line item for

an administrative position(s), please provide salary percentage and rationale.

## ***LOI - Relationship with Georgetown and GHF***

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### **Collaboration**

In what ways do you collaborate or coordinate your services with other local organizations to serve Georgetown-area residents? &nbsp;

This year, our outreach efforts for Georgetown programming will focus on COVID-related grief and loss, collaboration with Georgetown partners like The Georgetown Project and Williamson County Juvenile Services, and ensuring access to grief and loss coping kits for families, children, and teens. Our services are open to all, with no income eligibility requirements or insurance coverage, but we target high-need communities through outreach to County Sheriff's Department, Sun City residents, the Suicide Awareness Walk, Stephen Ministers, and our partnerships with other local social service agencies.

### **Describe your organization's work in Georgetown**

Our Georgetown in-person services have been suspended due to COVID. Currently all online groups are open to Georgetown residents, and we offer a specific "Georgetown" group on Monday nights. This group typically breaks into 2-3 smaller groups by relationship to the loved one and includes peer-based grief support groups and training/education on grief and bereavement.

We offer:

- Monday night grief groups every monday -- for loss of a child, spouse/partner, and general adults
- COVID loss support adult group twice monthly
- Twice-monthly Wednesday midday group for general loss
- Individual phone-based Spanish language support adult loss group
- Monthly afterschool group for teens at-risk/high-needs, in partnership with The NEST
- Quarterly online trainings for juvenile offenders and their families, in partnership with Williamson

County Juvenile Justice

- Periodic online trainings on grief/bereavement in partnership with other organizations such as churches, victims services, and other nonprofit organizations

### **How many unique Georgetown residents did your organization serve during the prior fiscal year?**

Out of the total number of unique individuals your organization served during the prior fiscal year, how many were Georgetown residents?

518

### **Is your organization's main office located in Georgetown?**

No

**If no,**

where is your organization's main office located? Do you maintain a satellite space in Georgetown? If so, what is the address of the Georgetown-based satellite space?

**Has your organization ever received a GHF grant?**

Yes

**Do you currently receive any form of rent assistance from GHF?**

Yes

**If yes, please provide:**

- Property address;
- Annual rent payments to GHF;
- Annual grant dollars committed by GHF to your organization specifically associated with your lease agreement.

Georgetown Community Resource Center, 805 W. University Dr, suite 112, Georgetown TX 78626.  
\$11,760 total for 2021, \$7,560 grant dollars committed for 2021.

## *Instructions for Shorter Applications*

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Congratulations! You have been approved by the GHF Grants Committee to complete an abridged version of our application in 2021. To finalize your application this year, you will only need to complete the following sections:

- Goals
- Organizational Financials
- Citations, Acknowledgement & Assurance

## *Goals*

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**Grant Period:** The grant period for all GHF Annual Grants is **July 1 - June 30**.

**Number of Georgetown residents to be served by this grant\***

125

**INSTRUCTIONS:** Input at least 1 and up to 3 goals that will be achieved through the funding of this proposal. The goal(s) should be attainable within the 12-month grant period.

## GOAL 1\*

What end result would this grant support?

Serve 80 children and their families through the distribution of Grief-at-Home kits to families who have experienced the death of a loved one. Kits will be provided directly to families and through partner service organizations, schools, and resource fairs.

## Support for the Goal 1: Outcomes, Outputs, Tracking, Activities, Inputs\*

Provide a logic model(s) through which you will achieve your goal(s). Organize the logic model for each goal as outlined below. Additional prompts are provided to guide your responses within each category.

**Outcomes:** *What result will show the accomplishment of the strategy? What impact do you anticipate will result from completion of the activities?*

**Outputs:** *What are the quantitative measures (# of participants, # of sessions held, # of encounters, etc.) that demonstrate progress?*

**Tracking:** *How will you measure your progress? What systems will you employ to assess the activities?*

**Activities:** *What activities will support the goal?*

**Inputs:** *What resources (human, financial, organization, etc.) will be committed to this goal?*

**Outcome:** Children will have access to grief support activities that will help them express and cope with the emotions of grief and loss. Families will have a way to communicate feelings around a shared loss.

**Outputs:** 80 Grief-at-Home kits will be distributed either directly to families connecting with The Christi Center or through partners. Each kit will contain instructions and materials for 8 family-based activities and an accompanying video will be hosted on The Christi Center's website.

**Tracking:** Distribution of the kits will be tracked with date, name, and contact information and number of children the kit will serve. (We have multiples of supplies included in kits to match the number of children in the household.) Participation will be tracked through analytics on views of the website activity videos. For those kits that are distributed via a partner service provider, we will track the partner, number of kits provided, number of kits distributed, and solicit any response they received from the client. Measurement towards goals will be solicited through surveys, with at least 85% of adult caregivers reporting their child/ren were better able to express feelings, and 85% of adults report being able to communicate with and support their child/ren in the grieving process.

**Activities:**

Purchase supplies, print activity instructions, and assemble Grief-at-Home kits

Develop evaluation tool and methodology

Promote kits through collaborative meetings such as the Georgetown Project Collaborative, Williamson County Youth Mental Health Task Force, and Williamson County school districts (Georgetown, Hutto, LEander, Pflugerville, Round Rock)

Host drive-through pickup event

Distribute kits to partner service agencies

Manage resources and analytics

Review all evaluation data and make adjustments

**Inputs:**

Staff and volunteer time to develop activities, design activity sheets, record video how-to's with a social-emotional education component, assemble and deliver grief kits. Grief kit supplies (printed activity sheets, crayons, colored pencils, markers, paper, emotional vocabulary cards, tape/glue, wooden sticks, ribbon, beads, paper plates, stress balls, stuffed animals, tea lights), mileage reimbursement. Staff time: 8% of Program Coordinator, 3% Community Program Coordinator time, and 2% of Program Director.



## GOAL 2 (if applicable)

Equip the community to better meet the needs of grieving people by providing eight trainings in Williamson County (a minimum of 4 in Georgetown), specifically incorporating education about grief and loss due to COVID-19 and grief during the pandemic.

### Support for the Goal 2: Outcomes, Outputs, Tracking, Activities, Inputs

Provide a logic model(s) through which you will achieve your goal(s). Organize the logic model for each goal as outlined below.

**Outcomes:**

**Outputs:**

**Tracking:**

**Activities:**

**Inputs:**

Outcomes: 95% of training participants will be better able to recognize the signs of grief, 95% of training participants will have feel able to support someone who is grieving, 95% of training participants will have improved understanding of the differential impacts of grief due to COVID-19 and during the pandemic, 95% will say The Christi Center is a place they could get more information on bereavement and grief support.

Outputs: Will will provide 8 training sessions in Williamson County with at least 4 trainings specifically for the Georgetown community. We will reach 250 participants through trainings.

Tracking: We will track training location, topic, audience composition, attendance, and evaluation data. We will work with community partners to ensure their evaluation data is shared with us if our own tool is not utilized. Our Board of Director's Evaluation Committee and staff will review surveys to assess progress against goals and identify areas of strength and improvement.

**Activities:**

Development of training curriculum and materials that meet the needs of the target audience and address specific trends in grief and loss due to the pandemic.

Outreach to community about training options and availability

Presentation of 8 trainings

Inputs: 15% of Program Director time, mileage to travel for in-person trainings

## GOAL 3 (if applicable)

Provide free and ongoing grief support groups for 120 people through our Georgetown location through online and in-person group sessions. At least 40 will be Georgetown residents.

### Support for the Goal 3: Outcomes, Outputs, Tracking, Activities, Inputs

Provide a logic model(s) through which you will achieve your goal(s). Organize the logic model for each goal as outlined below.

**Outcomes:**

**Outputs:**

**Tracking:**

**Activities:**

**Inputs:**

Outcomes: At least 90% of respondents will have an increased understanding of the grief process after attending 1 or more groups. 90% of respondents will report making positive connections with peers in their group. 90% will report feeling positive about their future.

Outputs: 10-15 grief support sessions per month. (Please note, groups often break into 2-3 smaller groups depending on group size.)

120 unique individuals will attend one or more groups over the course of the grant period

40 unique Georgetown residents will attend one or more groups

Tracking: We track group attendance and demographic information through our HIPAA-compliant software. We assess client satisfaction through annual evaluations. Evaluation data is compiled and assessed but the Board of Director's Evaluation Committee and staff, with areas of strength and improvement identified.

Activities: Support groups offered for loss of a child/grandchild, loss of a partner/spouse, and loss of a parent, sibling, or other significant loved one every Monday (4-5 times each month)

Inputs: 7 trained volunteer facilitators

Master's level intern

15% of Program Director to provide program strategy and development, and clinical supervision of intern; 5% of Peer Support Coordinator to provide clinical and scheduling support to volunteer facilitators, and annual new and sustaining facilitator training

## Your Goals and Organization's Strategic Plan\*

Does your organization adhere to a strategic plan? &nbsp;If so, how do specific components of your strategic plan tie to the goals outlined in this section?

The 2017-2019 Strategic plan contained this goal: We provide expertise and leadership within the field of grief and bereavement in our services and have evaluated and improved our programs to optimize mission fulfillment.

Objective: People have a trusted resource for grief support in Central Texas.

Objective: We understand how our work supports our clients and how we provide value to our community.

Tactic a. Expand partnerships with other organizations in Central Texas

The multi-phase approach to expanding grief support systems of care in Georgetown and Williamson County supports this goal both by providing direct support services through our groups at the Georgetown Resource Center and the Grief-at-Home kits but work to expand community capacity to recognize and respond to grieving youth and adults through training and outreach. We also work to ensure that our programs are effective in meeting our identified objective by building evaluation methodologies as we develop programs.

The Christi Center had planned to undergo strategic planning in 2020 but postponed due to the pandemic. We now plan to conduct strategic planning in 2021. The 2017-2019 plan was largely focused on internal strengthening of systems, staffing, and sustainability. (And resulted in dedicated additional resources towards developing these areas to meet the needs of growing program diversification.) We anticipate the next round of planning to address issues of grief in the post-pandemic world and improving our capacity to serve communities that have been underserved in the past.

## *Organizational Financials*

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### **Fiscal Year Start Date\***

Please enter the start date of your current fiscal year.<br>

01/01/2021

### **Fiscal Year End Date\***

Please enter the end date of your current fiscal year.<br>

12/31/2021

### **What are your organization's cash reserves, i.e., days cash on hand?\***

\$185,000.00

### **How many months could the organization operate at your continued budget level?\***

5

### **UPLOAD: Balance Sheet for Prior Fiscal Year\***

(PDF format)

2020balancesheet.pdf

### **UPLOAD: Income Statement for Prior Fiscal Year\***

(PDF format)<br>

2020statementofactivities.pdf

### **UPLOAD: Actual vs. Budget Income Statement for the Prior Fiscal Year\***

(PDF format)<br>

2020 budget to actual.pdf

### **UPLOAD: Current Year-to-Date Financials to include Balance Sheet and Income Statement.\***

(PDF format)

2021 YTD financials.pdf

### UPLOAD: Year-to-Date Cash Flow Statement

If your organization generates a Cash Flow statement, upload it here in PDF format. If not, leave blank.&nbsp;

### UPLOAD: Organization Budget for Proposed Fiscal Year, Related to the Grant Period\*

(PDF format)<br>

2021 org budget board approved.pdf

### Most Recent Organization Audit

If your organization completed an audit since your LOI submission, please upload the most recent audit here.

### Sources of Organizational Support: Individual Donor Contributions\*

Provide the total revenue from individual contributions and the total number of individual donors from the prior fiscal year (please do not disclose donor names).

\$223,788 from 478 individual donors

### Sources of Organizational Support: Top 5 Sources\*

Provide your organization's top 5 sources of revenue from the prior fiscal year (PFY) and the amount (e.g., Texas Health & Human Services contract, \$250,000).

Travis County (COVID relief) \$50,000

Travis County (Crime victims counseling services) \$39,873

Texas Attorney General (Other Victim's Assistance Grant) \$27,769

Georgetown Health Foundation (Georgetown grief support/General Operating) \$20,000

Moody Foundation (support for school-based grief services) \$17,500

## *Citations, Acknowledgement & Assurance*

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### Additional Information and Research Citations (optional)

Upload any critical details about your organization or program(s) not already included within this application that will strengthen your case for funding (no marketing material, please). &nbsp;This attachment may also be used to cite any statistics/research, and to define key terms and/or acronyms.&nbsp;&nbsp;

Our Model.pdf

### Acknowledging GHF\*

Type your name and date in the space below to assure that if funded, the organization will acknowledge GHF on all related marketing materials, your website, social media, and in any other communications in which this program is promoted.<br>

Lara George 4/9/2021

### Assurance\*

Type your name and date in the space provided to assure that by submitting this application, you 1) confirm that the information herein is true and correct, 2) confirm that if funded, funds will be spent according to the budget listed in this application, and 3) confirm that the organization will submit interim and final reports as required.<br>

Lara George 4/9/2021

## File Attachment Summary

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### *Applicant File Uploads*

- 2020balancesheet.pdf
- 2020statementofactivities.pdf
- 2020 budget to actual.pdf
- 2021 YTD financials.pdf
- 2021 org budget board approved.pdf
- Our Model.pdf

## The Christi Center, Inc.

## Balance Sheet

As of December 31, 2020

	Dec 31, 20
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
BOA-Operating-Checking-2264	21,192.48
BOA- Savings-3505	57,141.71
Southside Bank-Cking-9115	70.00
Total Checking/Savings	78,404.19
Accounts Receivable	
Grants Receivable	64,876.03
Pledges Receivable	20,511.71
Total Accounts Receivable	85,387.74
Other Current Assets	
Prepaid Expenses	2,262.00
Undeposited Funds	19,700.00
Total Other Current Assets	21,962.00
Total Current Assets	185,753.93
<b>Fixed Assets</b>	
Land-Operating	30,290.00
Christi House	604,535.24
Computers	
Hardware	12,167.73
Software	5,693.36
Total Computers	17,861.09
Furniture & Equipment	29,922.12
Office Machines & Equipment	3,553.51
Accumulated Depreciation	-296,311.00
Total Fixed Assets	389,850.96
<b>Other Assets</b>	
Funds Held in Trust by Others	
ACF-Reserve Fund-LOV02	122.93
Total Funds Held in Trust by Others	122.93
Total Other Assets	122.93
<b>TOTAL ASSETS</b>	<b>575,727.82</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	507.99
Total Accounts Payable	507.99
Credit Cards	
BOA - Mastercard - 3324	2,644.59
Total Credit Cards	2,644.59
Other Current Liabilities	
N/P-BoA-SBA-PPP	69,175.00
A/P-Other	
Employee Health Ins	-73.22
Total A/P-Other	-73.22
Accrued Payroll	7,346.04
Accrued Vacation Payable	4,321.28

## The Christi Center, Inc.

**Balance Sheet**

As of December 31, 2020

	Dec 31, 20
<b>Payroll Liabilities</b>	
Federal Unemployment	-84.00
Texas Unemployment	170.82
<b>Total Payroll Liabilities</b>	86.82
<b>Total Other Current Liabilities</b>	80,855.92
<b>Total Current Liabilities</b>	84,008.50
<b>Total Liabilities</b>	84,008.50
<b>Equity</b>	
Unrestricted Net Assets	571,221.26
Temp Restricted Net Assets	30,711.22
Retained Earnings per QB	-132,866.58
Net Income	22,653.42
<b>Total Equity</b>	491,719.32
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>575,727.82</b>



**The Christi Center, Inc.**  
**Profit & Loss**  
 January through December 2020

	Jan - Dec 20
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Contributions/Gifts/Grants	
Board Gifts	
Advisory Board Member Gift	7,331.39
Operating Board Member Gift	50,771.06
Total Board Gifts	58,102.45
Businesses/Corporations	7,379.98
Employee/Employer Match	3,700.33
Foundations	70,611.67
Grants	1,893.04
Individuals	
General	66,114.60
Memorials/Honorariums	57,239.23
Total Individuals	123,353.83
NonProfits	12,180.00
Total Contributions/Gifts/Grants	277,221.30
Government Grants	
City/County	105,287.37
State	42,645.04
Total Government Grants	147,932.41
Indirect Public Support	
Third Party Fundraisers	19,257.61
United Way	282.69
Total Indirect Public Support	19,540.30
Special Events/Activities	
Contribution at Event	13,321.51
Pledge at Event	5,500.00
Sponsorships	1,250.00
Total Special Events/Activities	20,071.51
Gifts In Kind	
Donated Goods	12.42
Donated Professional Services	3,943.87
Total Gifts In Kind	3,956.29
Earned Income	
Training Fees	7,000.00
Total Earned Income	7,000.00
Interest Income	16.16
<b>Total Income</b>	<b>475,737.97</b>
<b>Gross Profit</b>	<b>475,737.97</b>
<b>Expense</b>	
Allocation of Admin Costs	0.00
Bad Debt Expense	3,752.08
Books, Magazines, Reference	102.23
Computer	
Consultant/Support	216.49
Fees & Subscriptions	8,732.21
Hardware <\$2,500	1,376.82
Software <\$2,500	358.91
Total Computer	10,684.43

**The Christi Center, Inc.**  
**Profit & Loss**  
 January through December 2020

	Jan - Dec 20
Contract Labor	21,376.50
Counselor Stipends-Contract	1,300.00
Dues & Memberships	1,350.00
Employee Benefits	
Health Insurance	11,036.50
<b>Total Employee Benefits</b>	<b>11,036.50</b>
Employment Expenses	1,223.87
Equip rental & maintenance	5,278.00
Food & Drink	1,711.90
Fundraising Supplies	629.87
Furniture & Equip <\$2,500	373.96
Insurance	
General Liability	8,499.36
Workers Compensation	898.16
<b>Total Insurance</b>	<b>9,397.52</b>
Internet	510.40
Janitorial	
Services	1,331.26
Supplies	40.78
<b>Total Janitorial</b>	<b>1,372.04</b>
Licenses	207.50
Mailing services	433.00
Marketing/Advertising/PR	6,071.95
Merchant Service Fees	3,295.62
Mileage Reimbursement	963.27
Office Supplies	893.11
Parking, Tolls, etc	31.78
Payroll Service Cost	381.70
Payroll Taxes	
Social Security	20,019.03
Medicare	4,681.88
Texas Unemployment	4,201.27
Federal Unemployment	0.00
Reclassification to Classes	0.00
<b>Total Payroll Taxes</b>	<b>28,902.18</b>
Postage & Shipping	2,392.18
Printing & Reproduction	7,296.41
Professional Development	1,956.00
Professional Fees	
Accounting	12,330.00
Consulting	3,943.87
<b>Total Professional Fees</b>	<b>16,273.87</b>
Program Services	62.74
Program Supplies	832.68
Recognition/Appreciation	1,641.57
Rent	11,880.00
Repairs & Maintenance	4,447.60
Salaries & Wages	
Staff	322,887.55
<b>Total Salaries &amp; Wages</b>	<b>322,887.55</b>
Security	1,029.92
Staff Appreciation	1,500.00
Telephone	
Office	3,184.07
<b>Total Telephone</b>	<b>3,184.07</b>

**The Christi Center, Inc.**  
**Profit & Loss**  
January through December 2020

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	Jan - Dec 20
Travel	
Transportation	0.00
Total Travel	0.00
Utilities	
Electric & Water	4,946.22
Gas	887.49
Total Utilities	5,833.71
Website	
Design	2,500.00
Fees	681.83
Maintenance	379.00
Total Website	3,560.83
Total Expense	496,058.54
Net Ordinary Income	-20,320.57
Other Income/Expense	
Other Income	
Other Misc Income	223.99
Other Income	
Lawsuit Settlement	42,750.00
Total Other Income	42,750.00
Total Other Income	42,973.99
Net Other Income	42,973.99
Net Income	<b>22,653.42</b>

**The Christi Center, Inc.**  
**Profit & Loss Budget vs. Actual**  
**January through December 2020**

	Jan - Dec 20	Budget
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>Contributions/Gifts/Grants</b>		
<b>Board Gifts</b>		
Advisory Board Member Gift	7,331.39	7,500.00
Operating Board Member Gift	50,771.06	57,000.00
<b>Total Board Gifts</b>	58,102.45	64,500.00
<b>Businesses/Corporations</b>	7,379.98	5,000.00
<b>Employee/Employer Match</b>	3,700.33	2,400.00
<b>Foundations</b>	70,611.67	127,500.00
<b>Grants</b>	1,893.04	
<b>Individuals</b>		
General	66,114.60	67,000.00
Memorials/Honorariums	57,239.23	65,000.00
<b>Total Individuals</b>	123,353.83	132,000.00
<b>NonProfits</b>	12,180.00	10,000.00
<b>Total Contributions/Gifts/Grants</b>	277,221.30	341,400.00
<b>Government Grants</b>		
City/County	105,287.37	39,874.00
State	42,645.04	42,000.00
<b>Total Government Grants</b>	147,932.41	81,874.00
<b>Indirect Public Support</b>		
Third Party Fundraisers	19,257.61	19,000.00
United Way	282.69	1,950.00
<b>Total Indirect Public Support</b>	19,540.30	20,950.00
<b>Special Events/Activities</b>		
Contribution at Event	13,321.51	7,500.00
Pledge at Event	5,500.00	110,000.00
Sponsorships	1,250.00	11,250.00
Table Sponsorships	0.00	15,000.00
<b>Total Special Events/Activities</b>	20,071.51	143,750.00
<b>Gifts In Kind</b>		
Donated Goods	12.42	
Donated Professional Services	3,943.87	
<b>Total Gifts In Kind</b>	3,956.29	
<b>Earned Income</b>		
Training Fees	7,000.00	13,500.00
<b>Total Earned Income</b>	7,000.00	13,500.00
<b>Interest Income</b>	16.16	
<b>Total Income</b>	475,737.97	601,474.00
<b>Gross Profit</b>	475,737.97	601,474.00
<b>Expense</b>		
Allocation of Admin Costs	0.00	
Bad Debt Expense	3,752.08	
Bank Fees	0.00	1,250.00
Books, Magazines, Reference	102.23	200.00

**The Christi Center, Inc.**  
**Profit & Loss Budget vs. Actual**  
**January through December 2020**

	Jan - Dec 20	Budget
Computer		
Consultant/Support	216.49	
Fees & Subscriptions	8,732.21	7,174.00
Hardware <\$2,500	1,376.82	2,200.00
Software <\$2,500	358.91	80.00
Total Computer	10,684.43	9,454.00
Contract Labor	21,376.50	1,000.00
Counselor Stipends-Contract	1,300.00	3,200.00
Dues & Memberships	1,350.00	1,340.00
Employee Benefits		
Health Insurance	11,036.50	12,960.00
Total Employee Benefits	11,036.50	12,960.00
Employment Expenses	1,223.87	870.00
Entertainment-Programs	0.00	350.00
Equip rental & maintenance	5,278.00	5,400.00
Facilities Rental	0.00	500.00
Food & Drink	1,711.90	25,000.00
Fundraising Supplies	629.87	800.00
Furniture & Equip <\$2,500	373.96	750.00
Insurance		
General Liability	8,499.36	8,700.00
Workers Compensation	898.16	1,100.00
Total Insurance	9,397.52	9,800.00
Internet	510.40	504.00
Janitorial		
Services	1,331.26	2,460.00
Supplies	40.78	
Total Janitorial	1,372.04	2,460.00
Licenses	207.50	385.00
Mailing services	433.00	1,400.00
Marketing/Advertising/PR	6,071.95	9,250.00
Meals	0.00	600.00
Merchant Service Fees	3,295.62	8,000.00
Mileage Reimbursement	963.27	5,000.00
Office Supplies	893.11	1,350.00
Parking, Tolls, etc	31.78	1,000.00
Payroll Service Cost	381.70	440.00
Payroll Taxes		
Social Security	20,019.03	
Medicare	4,681.88	
Texas Unemployment	4,201.27	
Federal Unemployment	0.00	
Reclassification to Classes	0.00	
Payroll Taxes - Other	0.00	27,852.00
Total Payroll Taxes	28,902.18	27,852.00
Postage & Shipping	2,392.18	3,500.00
Printing & Reproduction	7,296.41	8,400.00
Professional Development	1,956.00	3,390.00
Professional Fees		
Accounting	12,330.00	12,000.00
Consulting	3,943.87	
Total Professional Fees	16,273.87	12,000.00
Program Services	62.74	
Program Supplies	832.68	3,540.00
Recognition/Appreciation	1,641.57	1,500.00
Rent	11,880.00	11,880.00
Repairs & Maintenance	4,447.60	11,000.00

**The Christi Center, Inc.**  
**Profit & Loss Budget vs. Actual**  
**January through December 2020**

	Jan - Dec 20	Budget
<b>Salaries &amp; Wages</b>		
Staff	322,887.55	
Salaries & Wages - Other	0.00	362,952.00
<b>Total Salaries &amp; Wages</b>	322,887.55	362,952.00
<b>Security</b>	1,029.92	1,000.00
<b>Staff Appreciation</b>	1,500.00	180.00
<b>Telephone</b>		
Office	3,184.07	
Telephone - Other	0.00	2,300.00
<b>Total Telephone</b>	3,184.07	2,300.00
<b>Travel</b>		
Lodging	0.00	1,600.00
Meals	0.00	100.00
Transportation	0.00	1,200.00
<b>Total Travel</b>	0.00	2,900.00
<b>Utilities</b>		
Electric & Water	4,946.22	6,400.00
Gas	887.49	1,300.00
<b>Total Utilities</b>	5,833.71	7,700.00
<b>Website</b>		
Design	2,500.00	
Fees	681.83	450.00
Maintenance	379.00	360.00
<b>Total Website</b>	3,560.83	810.00
<b>Total Expense</b>	496,058.54	564,167.00
<b>Net Ordinary Income</b>	-20,320.57	37,307.00
<b>Other Income/Expense</b>		
Other Income		
Other Misc Income	223.99	
Other Income		
Lawsuit Settlement	42,750.00	
<b>Total Other Income</b>	42,750.00	
<b>Total Other Income</b>	42,973.99	
<b>Net Other Income</b>	42,973.99	
<b>Net Income</b>	<b>22,653.42</b>	<b>37,307.00</b>



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# INCOME

## 2021 Budget

<b>Individual Support</b>	
Advisory Board Gifts	7,000
Board Gifts	35,000
Businesses/corporations	7,500
Employee/Employer Match	4,500
Individuals - General	67,000
Individuals - Memorial/honorarium	65,000
Foundations	132,500
Nonprofits	12,000
Grants	
<b>Government Grants</b>	
City/County	43,310
State	42,000
Federal	
<b>Special Events</b>	
Pledge at event	85,000
Sponsorships	10,000
Table Sponsorships	12,500
Contribution at Event	7,500
<b>Other Revenue</b>	
Third Party Fundraisers	14,000
United Way	-
Outreach program services	7,000
Program event sponsors	1,250
Inkind gifts	-
other income	-
<b>TOTAL INCOME</b>	<b>553,060</b>



## **EXPENSES**

<b><i>Specific Expenses</i></b>	<b><i>2021 Budget</i></b>
Counselor stipends	\$ 2,000
Dues & Memberships	\$ 1,350
Employment Expenses	\$ 1,300
Entertainment	\$ 2,000
Facilities Rental	\$ 500
Food & Drink	\$ 15,750
Fundraising Supplies	\$ 875
Furniture & Equip <2500	\$ 100
Licenses	\$ 470
Mailing Services	\$ 850
Marketing/Advertising/PR	\$ 5,100
Meals	\$ -
Mileage reimbursement	\$ 2,450
Parking/Tolls (valet)	\$ 1,000
Printing & Reproduction	\$ 6,800
Professional Development	\$ 2,200
Professional Fees: consulting	\$ 12,000
Program Supplies	\$ 3,500
Rent	\$ 11,760
Recognition/Appreciation	\$ 2,050
Travel: Lodging	\$ -
Travel: Meals	\$ -
Travel: Transportation	\$ -
<b>TOTAL SPECIFIC EXPENSES</b>	<b>\$ 72,055</b>
<b><i>Shared Expenses (allocated by FTE)</i></b>	
Bank Fees	\$ 25
Books, Magazines, reference	\$ 100
Computer: fees and subscriptions	\$ 10,840
Computer: Hardware <2500	\$ 7,700
Computer: Software <2500	\$ 400
Contract Labor	\$ 16,000
Equipment rental & maintenance	\$ 5,400
Insurance: Gen Liability	\$ 8,220
Insurance: Worker's Comp	\$ 900
Internet	\$ 500
Janitorial Services	\$ 1,600
Merchant Service Fees	\$ 5,000
Office Supplies	\$ 1,000
Postage/shipping	\$ 3,000
Payroll expenses	\$ 420
Professional fees: Accounting	\$ 12,000

Repairs & Maintenance	\$ 7,000
Security	\$ 750
Staff Appreciation	\$ 250
Telephone: Office Telephone	\$ 3,660
Utilities: Electric & Water	\$ 5,500
Utilities: Gas	\$ 1,000
Website design	\$ -
Website: Fees	\$ 700
Website: maintenance	\$ 400
<b>TOTAL SHARED EXPENSES</b>	<b>\$ 92,365</b>
<i>Staff Expenses</i>	
Salary/Payroll	\$ 341,733
Payroll Taxes	\$ 30,911
Health Insurance	\$ 14,442
<b>TOTAL STAFF EXPENSES</b>	<b>\$ 387,086</b>
<b>TOTAL EXPENSES</b>	<b>\$ 551,506</b>
<b>Net Revenue less Expenses</b>	<b>\$ 1,554</b>



## Our Model

At the heart of The Christi is a peer-based grief support group model, which “normalizes” the grief experience by connecting the bereaved with others who have experienced losses of a similar nature, showing them that hope is possible after loss. The Center serves children, teens, and adults. The Christi Center provides support groups throughout the life cycle to build well-being and help our community members reach their full potential. Other services include:

- Community education
- Activities designed to build lasting memories and increase the toolkit for coping with life without a loved one
- An innovative schools-based program that connects our community’s youngest griever with trained volunteers for individual counseling

Our founders, Susan and Don Cox, have always had a firm commitment to the idea that no one seeking support for their grief should have to pay to receive those services, having “already paid too high a price” with the loss of the loved one. The Christi Center is supported by a wide network of individual donors, many of whom are alumni of our programs, and community foundations. In fact, our Central Austin headquarters are owned outright by the organization, lowering our expenses. And the highly trained paid staff of 8 (6 FTE) is complimented by 90+ trained volunteers annually who collectively donate:

- 10,000 hours of service annually
- Equivalent to 4.8 full time employees
- With an in-kind value of \$275,000 per year

We have over 30 years of experience providing love, hope, comfort and support to people of all ages in a warm and welcoming environment. All of us need a sturdy foundation to weather life’s storms and layers of support in our lives to truly thrive.